

**SECRET**PID - 58/64  
9 April 1964

MEMORANDUM FOR: Director, NPIC

FROM: Chief, CIA/PID (NPIC)

SUBJECT: Production Analysis - March 1964

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1. The following work analysis data related to departmental intelligence production within the CIA/Photographic Intelligence Division for March 1964 are presented for your consideration:

- a. Photo interpreters assigned to PID on 31 March 1964 including:
  - : those contributing to PI project production
  - : those not contributing to PI project production (in training)
  - : those not contributing to PI project production (on TDY)
  - : those not contributing to PI project production (new employees)
- b. Regular man-hours available - March 1964  
(22 working days)
- c. Regular man-hours utilized on PI project production -  
March 1964 (includes 311 hours on National Requirements)
- d. Overtime man-hours utilized on PI project production -  
March 1964
- e. Percentage of regular available man-hours utilized on  
project work - March 1964
- f. Regular man-hours expended on non-project work (leave,  
admin, etc.) - March 1964
- g. Percentage of regular available man-hours utilized on  
non-project work - March 1964
- h. Number of projects remaining on hand 29 February 1964
- i. Number of new projects input during March 1964  
(includes 15 non-substantive projects)
- j. Number of projects completed during March 1964  
(includes 15 non-substantive projects)
- k. Number of projects remaining on hand 31 March 1964
- l. Average man-hours expended per completed project -  
March 1964

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- m. During March 1964 PID analysts assigned TDY to PAG/NPIC were utilized on Departmental requirements when not otherwise productively engaged on National requirements. The project totals and man-hours expended in March are as follows:

ABCB	- 2 Departmental Projects	- 18 hours
IB	- 4 Departmental Projects	- 83 hours
GMB	- 0 Departmental Projects	- 0 hours
MEB	- 0 Departmental Projects	- 0 hours
	<u>6</u> Departmental Projects	<u>*101</u> Total man-hours

\*Project man-hours not included in (a) through (1) above.

2. The following summary information covering the First Quarter of 1964 is submitted for your consideration:

- a. During the First Quarter 1964 PID:

Received	612 <sup>a</sup>	projects including
	565	substantive
	47	non-substantive
Completed	618 <sup>a</sup>	projects including
	573	substantive
	45	non-substantive
Expended	15,429 <sup>b</sup>	man-hours on substantive projects completed
Averaged	27.9 <sup>c</sup>	man-hours per substantive project completed
Averaged	43.5	new substantive projects received per week
Averaged	44.0	substantive projects completed per week
Averaged	3.6	non-substantive projects received per week
Averaged	3.5	non-substantive projects completed per week

- b. Backlog on 1 January 1964 - 400 projects  
Backlog on 31 March 1964 - 392 projects

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- a. Includes only departmental projects
- b. Does not include 6,524 man-hours expended on 19 standing projects (for 1963) which were completed in January 1964 (Files Maintenance, Training Support, etc.)
- c. Average man-hour figure computed on the basis of 554 completed substantive projects. Does not include the 19 standing projects (for 1963).

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3. Specific highlights of March 1964 from the above tabulation are as follows:

a. 201 departmental projects were initiated from 211 requirements received from the following customers: (Includes 19 requirements submitted to Secretariat for NPIC)

DDS&T - 55  
OSI - 50  
DDS&T - 5

DDP - 44  
SAS(WH) - 31  
[ ]  
FE - 5  
NE - 4

NSA - 7  
Navy - 1  
DIA - 1

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DDI - 91  
ORR - 76  
OCI - 3  
PID - 3  
CCS - 5  
OCR - 3  
DBI - 1

DDG - 2  
OTR - 1  
OS - 1

b. Briefings given by division personnel included the following:

Personnel from

DIA	OSI
NSA	DDI/OO
AEC	ORR
[ ]	OCI/VO
DDP	ONE
DDS&T(OEL)	OTR/JOT

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c. Training and Travel:

(1)

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(2) The OTR/PI Training Course which began on 20 January 1964 was completed on 6 March 1964.

(3) Aberdeen Proving Grounds, Md.

(4) Fort Knox, Ky., Fort Sill, Okla. and Fort Hood, Tex.

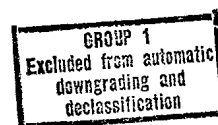
(5) Arctic Indoctrination Course

(6) Special Weapons Orientation Course, Dugway, Utah

(7) David Taylor Model Basin

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PRODUCTION REPORT  
FORMARCH 1964

<u>COMPONENT</u>	<u>PROJECTS RECEIVED</u>	<u>PROJECTS COMPLETED</u>	<u>REPORTS PRODUCED</u>	<u>PROJECTS REMAINING</u>	<u>PROJECTS ACTIVE</u>
ABCB	15	14	14 <sup>b</sup>	46	41
GMB	68	80	76 <sup>b</sup>	95 <sup>a</sup>	59
IB	52	53	51	148	121
MEB	51	51	54	85 <sup>a</sup>	66
PS	15	15	13	18 <sup>a</sup>	18
TOTALS	201	213	208	392	305

NOTES

- a. The following transfers, reflected only in the "projects remaining" column, took place during March:
- C327-64, transferred to MEB from GMB
  - C358-64, transferred to MEB from PS
- b. Four formal reports were produced. Three for OSI, and one for DDP/SAS. All other reports were inter-office memos.
- c. Nineteen additional requirements were sent to NPIC for work. They were received from the following offices:

ORR - 10

OSI - 9

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